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ST-2210

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SECURITY INFORMATION

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25 November 1952

WEEKLY ACTIVITY REPORT #48

NEW ACTIVITIES:

I. Office of Acting Chief, Assessment and Evaluation

a. During the last two weeks there have been an unusual number of assessment cancellations and failures to show. Steps have been taken to get an explanation of this, [redacted] of Personnel Placement has promised a report.

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b. A complete file of the tests and forms used in the overseas Assessment Unit, including translations into twelve different languages, have been received.

c. [redacted] reported 24 November to assume the duties of Administrative Assistant. [redacted] was released for transfer to FI and reported there 24 November. [redacted] has been appointed Senior Test Administrator and has assumed responsibility for the supervision and administration of the [redacted] of A & E.

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II. Assessment Branch

a. Assessment cases scheduled	14
b. Assessments performed	7
c. Cases written	9
d. Cases outstanding	7
e. Professional trainee tests reported and recorded	2

III. Training Evaluation Branch

a. A special emergency assessment was administered and a report submitted, in coordination with the Assessment staff.

b. Consultations with the OC instructor staff concerning evaluations of students in OC Class 40, Group A, ending this week, have been made. It was found extremely helpful to attend sessions of the final "live" problem, and it is planned to continue this practice in future classes.

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SECURITY INFORMATION

CONFIDENTIAL - 2 -

c. There has been no development on the problem of reducing training records to IBM cards. Other administrative duties on the part of [redacted] have prevented conferences on the subject this week.

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d. Preparations for the sociometric project on the graduating PH class have been completed.

IV. Research and Validation Branch

a. A series of weekly discussions of research problems and techniques has been organized as an in-service training program for the Research and Validation staff and other A & E personnel.

b. A preliminary report on the study of psychological requirements of the intelligence officer is in preparation. As a part of this study, a list of work characteristics of the successful case officer has been completed and is now being edited and refined for further use in the study.

OLD ACTIVITIES:

I. Office of Acting Chief, Assessment and Evaluation

a. Personnel evaluations have been completed and discussed with twelve individuals assigned to the Assessment and Evaluation staff. Seven additional Training Evaluation Reports are in our hands but have not been completed.

b. The memorandum on assessment for DD/P was completed, forwarded to Chief of Training, signed by him, and disseminated.

c. The memorandum from CPP dated 3 November 1952 was discussed with Colonel Baird. A representative of CPP contacted this office late on 25 November.

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[redacted]

Acting Chief
Assessment and Evaluation

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